**Framework Schedule 6 (Order Form Template and Call-Off Schedules)**

**Order Form**

CALL-OFF REFERENCE: Redacted Under FOIA Section 43, Commercial Interests

THE BUYER: **Ministry of Defence**

BUYER ADDRESS **B2 Floorplate, Building 405, MOD Corsham, Westwells Road, SN13 9NR**

THE SUPPLIER: Boxxe Limited

SUPPLIER ADDRESS:Artemis House, Eboracum Way, York, YO31 7RE

REGISTRATION NUMBER:02109168

DUNS NUMBER: **NA**

SID4GOV ID: **NA**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 7th October 2024

It’s issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 4 Information Assured Technology

CALL-OFF INCORPORATED TERMS (All will be provided to the awarded supplier)

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:

* Joint Schedules for RM6098
  + Joint Schedule 2 (Variation Form)
* Call-Off Schedules for RM6098
  + Call-Off Schedule 1 (Transparency Reports)]
  + Call-Off Schedule 5 (Pricing Details)
  + Call-Off Schedule 7 (Key Supplier Staff)
  + Call-Off Schedule 14 (Service Levels)

1. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
2. Joint Schedule 5 (Corporate Social Responsibility) RM6098
3. Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

Not applicable

CALL-OFF START DATE: **31st October 2024**

CALL-OFF EXPIRY DATE: **31st March 2027**

CALL-OFF INITIAL PERIOD: **6 months (24 Month Optional Extension)**

CALL-OFF DELIVERABLES

Provision of Tableau (Salesforce) software and services over 30 total months (6+24). Annex 1 outlines the software and services table, displaying the full detail of what needs to be provided.

The Provider will hold monthly sessions with the MoD to track and correlate details for all live orders.

* The Provider will, on a monthly basis, produce a report showing:
  + all net new procurement to date (value and number of orders etc.) and in the month previous;
  + all expertise hours consumption to date and in the month previous;
  + spend per TLB to date and in the month previous, which can be broken out into projects and programmes;
  + any relevant vendor product updates, product promotions and changes;
  + as may be relevant, any vendor portal administration including key management;
  + track any renewals, as may be relevant, throughout the term and proactively provide reminders for the TLB and Software Asset Management Team; and
* The supplier shall hold regular meetings with the EA management team to monitor the contract and performance

LOCATION FOR DELIVERY

Ministry of Defence

DATES FOR DELIVERY

**31st October 2024 - 31st March 2027**

TESTING OF DELIVERABLES

Not Applicable

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be agreed with the winning supplier. Minimum of 90 days.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is Redacted Under FOIA Section 43, Commercial Interests

The Estimated 26 month Charges used to calculate liability in the first Contract Year isbased on:

* The supplier provided firm costs (Figure 1)
* The headroom (Figure 2)
* The contractual discount thresholds (Figure 3)

Figure 1: Supplier provided firm costs

Redacted Under FOIA Section 43, Commercial Interests

Figure 2: Headroom

Redacted Under FOIA Section 43, Commercial Interests

Figure 3: Contractual discount thresholds

Redacted Under FOIA Section 43, Commercial Interests

CALL-OFF CHARGES

Agreed based on the submitted rates of the bidders.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

CP&F

BUYER’S INVOICE ADDRESS:

**B2 Floorplate, Building 405, MOD Corsham, Westwells Road, SN13 9NR**

BUYER’S AUTHORISED REPRESENTATIVE

Redacted Under FOIA Section 40, Personal Information

BUYER’S ENVIRONMENTAL POLICY

**To be provided to the supplier during the contract period.**

BUYER’S SECURITY POLICY

**To be provided to the supplier during the contract period.**

SUPPLIER’S AUTHORISED REPRESENTATIVE

Redacted Under FOIA Section 40, Personal Information

**Defence Strategic Programs Director**

Redacted Under FOIA Section 40, Personal Information

**Boxxe ltd, Artemis House, Eboracum Way, York, YO31 7RE**

SUPPLIER’S CONTRACT MANAGER

Redacted Under FOIA Section 40, Personal Information

**Legal Counsel**

Redacted Under FOIA Section 40, Personal Information

**Boxxe Ltd, Artemis House, Eboracum Way, York, YO31 7RE**

PROGRESS REPORT FREQUENCY

**Within the first 5 working days of each contract month**

PROGRESS MEETING FREQUENCY

**Within the first 5 working days of each contract month**

KEY STAFF

Redacted Under FOIA Section 40, Personal Information

KEY SUBCONTRACTOR(S)

**NA**

COMMERCIALLY SENSITIVE INFORMATION

NA

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not Applicable

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: | Redacted Under FOIA Section 40, Personal Information | Signature: | Redacted Under FOIA Section 40, Personal Information |
| Name: | Redacted Under FOIA Section 40, Personal Information | Name: | Redacted Under FOIA Section 40, Personal Information |
| Role: | Senior Account Director | Role: | Dep Head Commercial |
| Date: | 07/10/2024 | Date: | 07/10/2024 |

Annex 1: Software & Services Table

Redacted Under FOIA Section 43, Commercial Interests